

AGIC 2019 Conference Committee Meeting Notes
Thursday, January 17, 2019
10:00 am

In Attendance:

Kevin Blake
Robert Bush
Shawny Ekadis
Teresa Gregory
Shea Lemar
Jenna Leveille
Lucas Murray
Cheryl Thurman
Steve Whitney
Troy Wiora

Committee coordination and meeting operation:

- It sounds like everyone was able to successfully get the meeting invites on their calendars.
- Need to produce the 2019 work plan, and 2018 accomplishments.
 - This needs to be done by the Council meeting on Feb. 7th, either in draft form, or hold a short meeting to approve it prior.

Action Items:

Steve – Compile list of roles/tasks that we are looking for folks to take on, and distribute to the committee.

Steve – Draft 2019 work plan/2018 accomplishments.

Outreach Committee Report:

- Mapping the Grand Canyon conference –
 - Looking to take in map submissions from that conference for the AGIC Maps & Apps contest.
 - They have offered to provide the historic map display for the AGIC conference.
 - We will know more after that conference.

Action Items:

None.

Budget:

- 2018 budget review –
 - Shoot to have it reconciled prior to the Feb. 7th council meeting.
- 2019 fees draft fees, and pending finalization of the hotel contract -

Type	Ticket	Early Bird	Regular	Student	Notes
Attendee	4-days	\$325	\$350	\$160	Tue-Fri
Attendee	3-days	\$250	\$275	\$120	Wed-Fri
Attendee	1-day	\$165	\$190	\$50	Any day
Sponsor	Platinum		\$3,000		Wed-Fri
Sponsor	Gold		\$2,200		Wed-Fri
Sponsor	Silver		\$1,700		Wed-Fri
Sponsor	Bronze		\$900		Wed-Fri
Sponsor	+Tuesday		\$100		Tue-Fri
Sponsor	Tuesday only		\$100		Tue
Sponsor	T-shirt logo for Silver sponsor		✓ +\$100		
Sponsor	T-shirt logo for Bronze sponsor		✓ +\$200		
Sponsor	Program advertisement for Silver sponsor		✓ +\$100		
Sponsor	Luncheon or social sponsor		\$500		
Sponsor	Breakfast or break sponsor		\$250		
Sponsor	Program advertisement		\$250		
Sponsor	Student scholarship		\$250		
Sponsor	Literature insert		\$100		

Action Items:

Steve – Provide Jenna and Luca with 2018 registration export.

Steve/Jami/Lucas – Take a closer look at the 2018 proceeds.

Steve – Propose new fees, based on the extended conference.

Venue coordination:

- Venue contract –
 - The meeting planners are close to having the hotel contract complete, and we have provided them additional information as requested.
- Expo company contract –
 - Using the same contract template as 2018, e.g. 20 booth minimum.
 - The meeting planners are in the process of finalizing this contract.
- Conferenceshare.co –
 - First year's use of the service is free, as long as we refer them to one other conference.

- Currently registering our conference, and checking to see if we get metrics back

Action items:

Steve – Provide meeting planners with conference requirements, for their 2020 venue research.

Website:

- Backend upgrades continue.
- The draft conference agenda has been posted.

Action Items:

None.

Agenda & speaker coordination:

- Keynote speaker –
 - Move forward with Bill Johnson.
- Grand Canyon speaker for Thursday lunch –
 - We have received recommendations.
 - We will know more after the Grand Canyon conference.
- Tuesday lunch speaker/presentation –
 - It was agreed that we should have something.
 - Maybe Sara Nielson?
 - Some focused AGIC activity/efforts?
- Tuesday technical workshops and hands-on workshops –
 - If anyone has specific ideas for technical workshops (including who we can tap to present them), please send them to Jami.

Action Items:

Jenna – Confirm with Bill Johnson for our keynote speaker.

All – Consider a Tuesday lunch speaker.

Exhibitor/sponsor participation:

- TeachMeGIS will not have an exhibitor booth.
- Update sponsor invitation letter –
 - Pending the determination of 2019 fees –
 - Leave as is, and simply add an additional fee for Tuesday?
- Booth setup –
 - 1) Monday night, or Tuesday morning for 4-day exhibitors.
 - 2) Tuesday night, or Wednesday 10:30 – 12 for 3-day exhibitors.
- What about Tuesday only exhibitors?
 - Specific to Granite Mountain room SIG meetings.

- Could have one SIG in the morning, and another in the afternoon, e.g. UAS, LiDAR
- Full exhibitors could have the option of exhibiting in the Granite Mountain room.

Action Items:

Shea – Schedule a meeting to discuss Tuesday exhibitor options.

Materials and mail-outs:

- No discussion.

Action Items:

None.

Registration:

- The conference will start on Tuesday, so we will need to be prepared for that.

Action Items:

None.

Maps & Apps Challenge:

- Coordinating with the Grand Canyon conference.
- Waiting to hear back from Esri re: Survey 123 for voting.
- Working to get the word out early to students.

Action Items:

Steve – Follow up with the meeting planners regarding whether or not the expo company can provide poster boards.

Awards:

- Potentially need another plaque for the Tuesday lunch speaker.

Action items:

None.

Printing:

- A&E Reprographics will again print the conference programs for us.

Action items:

None.

Computer labs:

- Waiting to hear back from the TeachMeGIS folks regarding the proposed schedule.

Action items:

None.

Conference program:

- No discussion.

Action items:

None.

T-shirts:

- No discussion.

Action items:

None.

Attendee Packet:

- No discussion.

Action Items:

Jami – Research what Lane has to offer for conference bags.

Social Events:

- No discussion.

Action Items:

None.

General:

- No discussion.

Action Items:

None.